MEETING MINUTES

Los Gatos-Saratoga Union High School District Mission Statement: The Mission of the Los Gatos-Saratoga Union High School District is to optimize the learning of each student. As a community of learners committed to excellence, we promote lifelong learning, personal integrity, social responsibility, and positive physical and mental health.

Safety Protocols For In-Person Meetings
Our community's health and safety is our highest priority. To protect the health of all of those in attendance, the Committee requires everyone attending a Committee meeting to comply with all local and State health orders including wearing masks while indoors. The Committee thanks you for your cooperation in advance.

Public Comment for Committee Meetings
Members of the public attending the meeting may provide comment during the item on the agenda listed as I. C. Public comment on open session items listed on the agenda will be heard at that time. The Committee is committed to maintaining a respectful and productive environment that fosters a culture of civility where staff, the community and the Committee feel safe to express themselves and are free from bullying, harassment, and threats. The Committee welcomes your comments and requests that you express yourself accordingly.

Members wishing to address the Committee are allotted **THREE** minutes per speaker, but this may be reduced to **TWO** minutes per speaker depending on the number of speakers for the item(s). The total times for public comment on the open session agenda items shall not exceed 20 minutes in total. Please note that the speaking time cannot be delegated to another person. Members should indicate the agenda item(s) on which they plan to speak when beginning their comments. This meeting is being conducted in person only.

Assistance Information
If you require special assistance such as auxiliary aids or services in order to access the Board meeting room, review the agenda, or otherwise participate in this meeting, please contact the Assistant to the Chief Business Official (CBO) at **pmalas@lgsuhsd.org.** Please provide sufficient advance notice to allow the Committee time to arrange for your accommodation.

Attendance

Voting Members
Chris Miller, CBOC Member
John Curtis, CBOC Member
Cyndi Morris, CBOC Member
Daniel Snyder, CBOC Member
Selin Gurses Acar, CBOC Member
Jean-Marc Blanchard, CBOC Member

I. OPENING BUSINESS

A. CALL TO ORDER/ESTABLISH QUORUM

The meeting was called to order at 3:34 PM. and a quorum was established.

B. ADOPT AGENDA

Approve the CBOC agenda.

Motion made by: Chris Miller
Motion seconded by: Jean-Marc Blanchard

> ***Voting results:*** Unanimously Approved

C. PUBLIC COMMENT ON AGENDIZED ITEMS ONLY

There was no public comment.

II. REPORT/DISCUSSION ITEMS

A. Measure E Program/Budget Update

Jaimie walked the committee through the Measure "E" Projects Updates, February 13, 2023, a presentation that included completed projects, projects in construction, upcoming projects, remaining small projects, the financial summary, and non-measure E projects in design.

LGHS Baseball Field Outfield Netting final cost was -$334,091, Project cost variance <$249,901> because the quote did not take into consideration all the needs as part of the project. DSA required foundations for the poles and additional poles were also needed.

There has been debate about the Homeowners Association's cost sharing for the LGHS Access Road Repaving and Erosion control project.

SHS HVAC and Roof Replacement - Budget $4,877,846, final cost $5,984,351, variance <$1,106,505>. The project was originally going to be delivered under a lease-leaseback contract, but the leaseback contractor came back at a price of $7M and bid the project out. The district decided not to move forward with the leaseback and go forward with a hard bid, which we did. The lease leaseback contractor tainted the bidding pool, and put the word out to other bidders that the work would require 7 days a week, 10 hrs. a day and made it more conservative than it needed to be. Bidders had a difficult time wrapping their heads around the bid with the information. A bit of it was also post-covid prices, higher than normal prices.

The LGHS Administration Building Windows replacement project budget is $958,427. The current projected cost is <$1,312,561>*, cost variance <$354,134> due to DSA requiring ADA Path of travel and restroom upgrades that were not part of the budget. There is dry rot and lead paint that is requiring replacement of the windows. It's a significant project and the windows are failing.

The Board approved Measure "E" budget is $19,706,384, current project cost: $20,575,384 with an overage of <$869,000>. The large overage was from the SHS HVAC and Roof Replacement project. The Covid years were tougher. The construction cost index from 2016-20 was 3.12 % and the 2021-22 index rose to 11.35%, a ~24% increase. We are closer to the end of the bond.

The set aside for the HVAC, there are numerous old units that need to be replaced. The district will need to look at replacing units as they fail or as a larger scale project.

123 New York lot has been purchased by the district. The district will go out for an RFP to level the lot. It will be fenced in until the lot is leveled.

Delores walked the committee through the summary pages of the expenditure reports for both sites. Some of the finished projects that were previously reported by Jaime may not yet be moved to the completed project column, because there may be pending invoices/costs.

There are very few projects left to be completed at LGHS.

SHS has more projects that will be completed this summer.

There is $4M not shown on the school sheets, but shown on the summary sheet that is set aside at the beginning of the bond as a tech bond. A current project not yet discussed is the PA System Upgrade (70's era system) that will need to be modernized. It was budgeted at $160,000, although it may need additional expenses from the tech bond. The district will likely need to push that to another bond.

Tech bond funds are being spent on chromebooks, devices and infrastructure. Upgrading network switches that are failing. There are supply chain delays and the district expects to receive the orders by the end of the summer fiscal year. We have added access points, we have bring your own device.

What is the backbone speed? We are part of the county as all districts. There are certain amount of controls the County puts on us. We are part of their loop. We do not have backup with companies due to the costs. It would cost ~$80,000 to have a fail-safe for the few times the county has a power outage. Upgrading our network to increase capacity. There is a greater number of bring your own device, more technology used in classrooms.

Cyber insurance is not happy with the number of older Chromebook, higher security risk. Buying program, buy your own or bring your own. There will be more communication this summer on bring your own/buy your own devices.

III. ACTION ITEMS

A. CBOC Minutes, June 29, 2022

Approve the minutes from June 29, 2022.

Motion made by: Chris Miller
Motion seconded by: Jean-Marc Blanchard

> ***Voting results:***
> Yes: Chris Miller
> Yes: John Curtis
> Abstain: Cyndi Morris
> Yes: Daniel Snyder
> Abstain: Selin Gurses Acar
> Yes: Jean-Marc Blanchard

B. Appointment of CBOC Chairperson

Clarification of the role of the Chairperson: the Chairperson runs the meeting.

Approve the appointment of Jean-Marc Blanchard as the Chairperson for the CBOC, 2023.

Motion made by: Daniel Snyder
Motion seconded by: John Curtis

> ***Voting results:*** Unanimously approved
> Yes: Chris Miller
> Yes: John Curtis
> Yes: Cyndi Morris
> Yes: Daniel Snyder
> Yes: Selin Gurses Acar
> Yes: Jean-Marc Blanchard

C. Appointment of a CBOC Vice Chairperson

Clarification of the role of the Vice Chairperson: If the Chairperson is not available, the Vice Chairperson runs the meeting.

Appoint Chris Miller as CBOC Vice Chairperson for 2023.

Motion made by: Jean-Marc Blanchard
Motion seconded by: Daniel Snyder

> ***Voting results:*** Unanimously approved
> Yes: Chris Miller
> Yes: John Curtis
> Yes: Cyndi Morris
> Yes: Daniel Snyder
> Yes: Selin Gurses Acar
> Yes: Jean-Marc Blanchard

D. Appointment of CBOC Clerk

Clarification of the role of the Clerk. The Clerk reviews the minutes.

Approve Selin GursesAcar as the Clerk for the CBOC, 2023.

Motion made by: Selin Gurses Acar
Motion seconded by: Jean-Marc Blanchard

> ***Voting results:*** Unanimously approved
> Yes: Chris Miller
> Yes: John Curtis
> Yes: Cyndi Morris
> Yes: Daniel Snyder
> Yes: Selin Gurses Acar
> Yes: Jean-Marc Blanchard

E. Appointment of CBOC Members to the Ad Hoc Annual Report Subcommittee

Approve the appointment of Jean-Marc Blanchard, John Curtis, and Daniel Snyder to serve on the Ad Hoc Annual Report Subcommittee, 2023.

Motion made by: Jean-Marc Blanchard
Motion seconded by: John Curtis

> ***Voting results:***
> Yes: Chris Miller
> Yes: John Curtis
> Yes: Cyndi Morris

> Yes: Daniel Snyder
> Vote Not Recorded: Selin Gurses Acar
> Vote Not Recorded: Jean-Marc Blanchard

F. Appointment of CBOC Representative to the Budget Advisory Committee

Approve the appointment of Cyndi Morris as the CBOC representative to the Budget Advisory Committee, 2023.

Motion made by: Cyndi Morris
Motion seconded by: Selin Gurses Acar

> ***Voting results:***
> Yes: Chris Miller
> Yes: John Curtis
> Yes: Cyndi Morris
> Yes: Daniel Snyder
> Vote Not Recorded: Selin Gurses Acar
> Vote Not Recorded: Jean-Marc Blanchard

IV. ADJOURNMENT

The meeting was adjourned at 4:52 p.m.